

California National Guard - Human Resources Office

Army Active Guard Reserve (AGR) Enlisted Vacancy Statewide Vacancy Announcement

1 POSITION

Announcement Number: 040-12		Opening Date: 28 October 2011	Closing Date: 28 November 2011
Position Title: Training NCO	UIC/TDA/UMR Para/Line Number: WPJWA0/209-06A	DMOS/Branch: 35M2L	Maximum Grade: E5 Minimum Grade: E3
BDE/Unit Name and Address: SRCOM: 40th ID A Company, 250 th MI BN March ARB, CA 92518		Selecting Official: BN AGR Manager	Personnel Eligible to Apply: Male <input checked="" type="checkbox"/> Female <input checked="" type="checkbox"/> Enlisted <input checked="" type="checkbox"/>
Security Clearance Requirement: <input type="checkbox"/> None <input type="checkbox"/> Top Secret <input checked="" type="checkbox"/> Secret <input type="checkbox"/> Top Secret SBI/SCI <input type="checkbox"/> National Agency Check-LC		Minimum Military Education Requirements: Appropriate Military Education for Grade	

Note: Statewide means: Must be a Current California Army National Guard Member in order to apply.

Conditions of Employment

IAW AR 135-18 and NGR (AR) 600-5 applicants must meet the following requirements prior to applications being forwarded for board consideration:

- This position is in the Full Time Military Force (FTM) – Active Guard Reserve (AGR) program. Initial AGR tours are three (3) years.
- Applicants that are currently on an Excepted Federal Technician status and are selected for the AGR Program must resigned or separate from their Technician position prior to the effective date of hire. Selected applicants will submit a copy of their Technician resignation to the AGR Branch prior to AGR orders being published.
- Stabilization Policy: IAW NGR (AR) 600-5 Chapter 2, Para 2-6(f). AGR soldiers will not be re-assigned during the first 18 months of their initial tour, except in the event of mobilization or force structure changes. **A waiver request must be submitted IAW TAAI 09-13 for initial tour Soldiers with 18 months on AGR status.**
- Soldiers must be eligible for reenlistment or extension IAW NGR 600-200 (ARNGUS) or AR 140-111 (USAR), unless the disqualification for reenlistment or extension can be waived under these regulations.
- Soldier must not have been relieved for cause from any duty position in the 36-month period preceding the date of application for the AGR Program, or the scheduled date of entry in the AGR Program.

Applicants selected for the AGR Program and meeting any one of the following disqualifications, will require a NGB waiver prior to entry:

- Unable to serve a minimum of three (3) years on AGR Status prior to achieving eighteen (18) years-active federal status, retention control point (RCP) or reaching the age of 60.
- Entitled to military retired pay.
- Was voluntarily released from the AGR program for 2 or more days and one year has not elapsed since the date of the release.
- IAW AR 135-18, Table 2-1 Rule C (1). Prior to entry on AD or FTNGD in the AGR program, applicants must be medically certified as drug free, be tested negative for Human Immunodeficiency Virus (HIV). HIV test must be within six months.

Primary Duties and Responsibilities

Developing and administering the successful accomplishment of the commander's training and mobilization readiness objectives. Duties include:

- a. Responsible for insuring successful accomplishment of those tasks which support the unit's training programs and objectives.
- b. Participates in drafting training schedules for approval which comply with command guidance, directives and publications of higher headquarters.
- c. Maintains the training library and related training equipment and aids. Maintains all training support materials.
- d. Prepares materials for advising the unit commander on unit mobilization posture and requirements.
- e. Provides the information required for the unit status report.
- f. Attends all unit training assemblies, and annual training periods providing assistance and guidance in the preparation for and execution of unit training.
- g. Conducts preparatory visits as required to training sites to ensure availability of and to procure required training areas, range, and training equipment.
- h. Maintains the unit MOS qualification training program.
- i. Advises and assists the Company Readiness NCO on military education requirements and forwards applications for Army Service schools.
- j. Assists in planning, updating and executing unit mobilization plans and loading plans, and unit supply planning.
- k. Attends schools and conferences as required by training, development and military education requirements.
- l. Become familiar with and utilizes ATRRS and AFCOS.
- m. Performs other duties as assigned or required for unit mission accomplishment.

Specialty Qualification Requirements

- Applicants must be able to become 35M MOSQ within 12 months of hire. Soldiers who have not completed Initial Entry Training (IET) are ineligible to apply.
- Soldiers applying must meet the following eligibility criteria IAW DA Pam 611-21:
- A physical demands rating of very heavy.
- A physical profile of 222221.
- A minimum score of 91 in aptitude area ST (TECH) on ASVAB tests administered on and after 1 July 2004.
- A minimum score of 92 in aptitude area ST on ASVAB tests administered on and after 2 January 2002 and prior to 1 July 2004.
- A minimum score of 95 in aptitude area ST on Armed Services Vocational Aptitude Battery (ASVAB) tests administered prior to 2 January 2002.
- Normal color vision.
- Requires mandatory formal training IAW MOS.
- Must have no documented instances in the last 5 years of conduct which reflects adversely on the character, honesty, or integrity of the Soldier.
- Must have no other record of disciplinary action under UCMJ or patterns of behavior which indicates a lack of integrity, or which is inconsistent with the MOS.
- Must have no convictions or other adverse disciplinary convictions for criminal offenses listed as a misdemeanor or felony outlines in AR 601-210, chapter 4.
- Military Status: Full-Time Military Title 32 Section 502 (f) (AGR).

Instructions for Applying

Applicants must, as a minimum, submit the following documents: If required item(s) are missing from your packet **it will** be returned to the applicant due to lack of information: **(Please No binders)**

- NGB Form 34-1 (with signature and date). Ensure that you annotate both Tour Number and Position Title on

the top of page one, of the application.

- Applicant's Worksheet found at <http://www.calguard.ca.gov/cahr/Pages/ArmyAGR.aspx>. Ensure that all items are completed in Parts I and Part II of the Notification of Results California National Guard Position.
- Three-quarter-length photograph (from the waist up) in a duty uniform (Class A, B or ACU) taken within the previous 12 months ("Official" DA Military photograph is not required).
- Enlisted Biographical Summary.
- **Certified copy** of DA Form 2-1, Enlisted Record Brief (ERB) or Personnel Qualification Record (PQR).
- **Certified copy** of any official document demonstrating qualifying Armed Services Vocational Aptitude Battery/Armed Forces Classification Test (ASVAB/AFCT) scores. To include DD form 1966-1, Recruiters worksheet or the official test results.
(*Certified Copy – See frequently asked questions*)
- Last 3 NCOERs. (Supervisor must provide written statement/memo providing information as to why soldier's NCOERS are not available. Applicants in the grade of E4 and Below or recently promoted E5s must submit at least one current letter of recommendation in lieu of this requirement ensure that this letter is dated within 45 days of effective date of vacancy announcement and that it highlights job assignment, duties and capabilities).
- **Certified copy** of current DA Form 705 (APFT), within six months for "on-board" AGR soldiers, and within 12 months for traditional guardsmen, ensure that height and weight are annotated.
(*Certified Copy – See frequently asked questions*)
- Must meet standards IAW AR 600-9, submit body fat worksheet (if applicable).
- Current Medpros printout (Available on AKO).
<https://apps.mods.army.mil/MEDPROS/MyMedicalReadiness/default.aspx> (select **IMR record**).
- All DD Form 214 (s) and NGB Form 22 (s) covering any active duty period (copy must include bottom portion that identifies SPD code).
- RPAS statement.
- Current DMV print out (within six months) must be enclosed with this packet. Must have a current driver's license. DMV online Driver's record can be submitted if it shows soldier's name, current address, current driver license status and history on it. California DMV link: <http://dmv.ca.gov/online/dr/welcome.htm>. Soldiers unable to obtain a current DMV print out due to mobilization must provide a memorandum of justification. Upon return from mobilization, Soldiers must provide a DMV print out prior to orders being published.
- Applicants who answer YES to questions 8 or 12 – 16 of section IV, NGB Form 34-1 20101105, or have not completed initial entry training (IET) are ineligible to apply to include: **DD Form 214(s) that have unfavorable remarks to include; unsatisfactory Performance, Misconduct, Dropped from the Rolls (DRF) Unsuitability/Unfitness or in lieu of court-martial AR 135-18, AR 135-91 Chapter 4, 26, AR 135-178 Chapter 3, 8, and 635-200 Chapter 11.**
- **Submit application to:** Joint Force Headquarters, ATTN: CAAD-G1-AGR, Box 5, 9800 Goethe Road, Sacramento, CA 95827-3561. Please see the frequently asked questions on our web page. **DO NOT USE APPROPRIATED GOVERNMENT FUNDS TO MAIL APPLICATION.**

Note: If you are unable to obtain a copy of your MEDPROS, a certified copy of DA Form 2-1, ERB, PQR and/or RPAS statement, a written request must accompany your application or call AGR Branch at 916-854-3420. **COMPLETE APPLICATION (TO INCLUDE REQUIRED DOCUMENTS) MUST BE RECEIVED IN HR-AGR BRANCH NOT LATER THAN CLOSE OF BUSINESS ON THE DATE THE ANNOUNCEMENT CLOSURES. INCOMPLETE APPLICATIONS WILL BE RETURNED UNRATED.**

Remarks

The California National Guard is an Equal Opportunity Employer. All applicants will be protected under Title VI of the Civil Rights Act of 1964 against discrimination based on race, color, religion, gender or national origin.